

# APPLICATION FOR LODGING ESTABLISHMENT LICENSE

**A separate application should be completed for each licensed location.  
LICENSE FEE and APPLICATION FEE ARE REQUIRED.**

County:

Transaction #	Total Paid
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License fee is based on the number of rooms in the establishment. Please note that all NEW applications require an application fee and a license fee. Send application and fees to:

**Kansas Department of Agriculture  
Records Center – Food Safety  
109 SW 9<sup>th</sup> St  
Topeka, KS 66612**

**Application Fee:**

1 – 9 Rooms: \_\_\_\_\_ \$ 30.00  
10-29 Rooms: \_\_\_\_\_ \$ 50.00  
30 Rooms or more: \_\_\_\_\_ \$ 100.00

**License Fee:**

**1 – 9 Rooms = \$ 30.00**  
Add \$5.00 for each additional  
10 rooms (see attached fee schedule)

Total number of rooms in establishment: \_\_\_\_\_

Total fee submitted: \_\_\_\_\_

Complementary Breakfast for Guests: ☐ Yes ☐ No

Other Food Service provided for non-guests: ☐ Yes ☐ No (If answer is **yes** you will need to submit application and fees for a Food Service Establishment License)